

**IPSWICH HOUSING AUTHORITY**  
**One Agawam Village**  
**Ipswich, MA 01938**  
**(978) 356-2860 FAX (978) 356-7715**

**MINUTES OF REGULAR MEETING**  
**JANUARY 13, 2015**

**1.ROLL CALL**

Joan Gould, Chairman, present  
Charlie Allen, present  
Richard Kallman, present  
Moriah Marsh, present.  
Tone Kenny, present

**2. QUERY TIME**

- Manuel Estrella requested names and addresses be updated on the front of buildings at Agawam Village, he expressed concern regarding dogs being allowed to run on the property not on a leash. Joan Gould stated the Ipswich Leash Law applied to IHA properties. Manuel also expressed concern about the cleaning of the hallways, the Executive Director replied that due to the high vacancy Maintenance has not been able to do this however we will have the Prisoners visit to assist with some routine maintenance issues. He also expressed concern with cars parking in front of the 'No Parking' sign in front of Building 16, Joan Gould has requested to discuss during the Parking issue.
- Giselle Rein expressed concern about the washing machine at One Agawam Village needs service to stop leak, the ED said she would follow up with service provider.
- Cheryl Vose requested more ice melt/sand be used across the development. Joan Gould asked the ED to talk to the maintenance staff regarding the issue. Judith Butterly requested small containers of sand/ice melt be left for each building, Joan Gould expressed concern about the number that would be needed for the whole development.
- Reeva Cooper requested more No Smoking Addendums, the ED had some to hand out at the Board Meeting. Joan Gould reminded tenants that the No Smoking Policy was mailed out to all tenants and the policy is in place, banning all smoking inside IHA properties effective January 1<sup>st</sup>, 2015, extending to all IHA properties on April 1st, 2015.
- Winifred Gardner expressed concern regarding the time frame given to tenants for the no-smoking policy, Joan Gould replied the discussion has been ongoing for several months. Joan Gould states the Board stands behind the decision to enforce a no-smoking policy.
- Joyce Cochran expressed concern about calls from someone claiming to be from the IRS, the ED informed all tenants not to give personal information over the phone.

#### **4. CORRESPONDENCE**

No correspondence

#### **5. BILLS**

**VOTED:** Motion to approve by Tone Kenney, Moriah Marsh second, all in favor.

#### **5. REPORTS**

Tenant Report- No tenant report from Agawam Village, Joan Gould encouraged anyone from Caroline Ave interested in being the Tenant Representative to let the Board know.

Vacancy- The ED stated there are 2 apartments ready to be leased up, IHA is using vendors for painting and flooring to assist with timely turnover. Cheryl Vose asked if building 3 Agawam Village was fully occupied, Kate McGuire said she would look into it.

ED Report- The ED reviewed requests for parking stickers and due to some outdated information, requests from non-residents and vacant units, Charlie Allen suggested the IHA send a new request for registration. Reeve Cooper requested the apartment number be on each parking space. Joan Gould expressed concern for families with multiple vehicles not being able to get a space for each car. Joan Gould said the new Parking Policy will apply to all IHA residents. Moriah Marsh expressed concern for assigned parking causing issues between neighbors and new tenants.

Mixed Population Coordinator, Diane Gordan has been hired by Elliot Community and a Meet and Greet will be organized, Charlie Allen asked where the new Mixed Population Coordinator would be based, the ED stated she would be based out of Beverly H.A but will be advocating for Ipswich residents also.

Capital Improvements, state-wide facility condition inspection will be taking place on 27<sup>th</sup> and 28<sup>th</sup> January, tenants will be notified. Draft Work Order has been generated for the Building Envelope repairs from Emergency Funds to assist with passing REAC re-inspection. DHCD Architect Simone Early has begun the project for new kitchens at Ipswich House and new roofs at 667-2.

**VOTED:** Charlie Allen motion to approve change orders to Work Plan 5001 second by Tone Kenney, all in favor.

**VOTED:** Charlie Allen motion to approve change order to Work Plan 1012 second by Tone Kenney.

Maintenance staff will be using Identification Badges and will be instructed to identify themselves to tenants. The ED will begin Quality Control work order calls.

#### **6. OLD BUSINESS**

No Smoking- reminder letter sent out on January 9<sup>th</sup> informing tenants that the policy is in effect and will be campus wide on April 1<sup>st</sup>.

## **7. NEW BUSINESS**

Hamilton Housing Authority has unanimously voted to extend contract, Joan Gould requests motion to approve contract.

**VOTED:** Charlie Allen first, Tone Kenney second, unanimously voted.

Joan Gould motion to adjourn Tone Kenney second, all in favor.